



DEPARTMENT OF PERSONNEL

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MEMO PERD #29/05

August 9, 2005

TO: Department Directors

FROM: Jeanne Greene, Director
Department of Personnel

SUBJECT: WY 2005 Turnover Statistics/Workforce Planning Retiree Projections

Enclosed are the following turnover reports for fiscal year 2005:

- Turnover by Department - showing all employee movement from one State agency to another and all permanent separations from State service.
- Turnover by Class by Department - reflecting all employee movement, other than automatic progressions, which results in a class code change and all permanent separations from State service.
- Total State Separations, representing total separations from State by reason code.

We have also enclosed a copy of the statewide summaries of Turnover by Department and Turnover by Class by Department. This will allow you to compare turnover information in your agency with the statewide averages.

You will note that each of these reports has been broken into avoidable and unavoidable turnover. Avoidable turnover is described as employee movement and separations for which management can exercise some control or influence, where management generally has no control over unavoidable turnover.

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We have also included current retiree projection reports. All classified positions in State service are provided in the by grade report. The departmental projection report identifies both classified and unclassified positions, who are eligible for retirement based on age and/or length of service for the next five and ten years.

If you have any questions or comments regarding turnover data, please contact Kurt Anderson at (775) 684-0111. Questions regarding the retiree projections or Workforce Planning should be directed to Brenda Harvey, (775) 684-0139.

JG:sq

Enclosures

cc: Agency Personnel Liaisons
Agency Personnel Representatives